

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 2.92 (ETHICS); TO SECTION 2.92.120 (ETHICS TRAINING) TO ADD REQUIREMENTS FOR RECEIVING TRAINING ON THE ETHICS AND LOBBYING ORDINANCES; THE PENALTY BEING AS PROVIDED IN SECTION 2.92.150 A OF THE EL PASO CITY CODE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO, TEXAS:

Section 1. That Section 2.92.120 (Ethics Training) of the El Paso City Code, is added to read as follows:

2.92.120 Ethics Training.

A. This subsection applies to all city officers.

1. Each officer shall complete the courses of training regarding the regulations and requirements of Chapters 2.92 and 2.94 of the City Code, as provided herein.
2. Each elected official and appointed municipal court judge shall complete an initial course of training within ninety (90) days after the effective date of this ordinance.
3. Each board, committee and commission member shall complete an initial course of training during calendar year 2012.
4. Each elected official and appointed municipal court judge taking office for the first time on and after the effective date of this ordinance shall complete the course of training within sixty (60) days after taking the oath of office.
5. Each board, committee and commission member who is appointed to any board, committee or commission on and after January 1, 2013, and who has not completed the initial course of training or a refresher training course within the three years prior to the date the person takes the oath of office, shall complete the initial course of training within ninety (90) days after the date the person takes the oath of office.
6. Each officer shall thereafter complete refresher training courses as provided in subsection C.

B. This subsection applies to all city employees.

1. Each city employee shall complete the courses of training regarding the regulations and requirements of Chapters 2.92 and 2.94 of the City Code, as provided herein.
2. All employees hired on and after the effective date of this ordinance shall complete an initial course of training as part of each employee's participation in a new employee orientation, as established by the City Manager or his designee.
3. All employees hired between June 1, 2009 and the effective date of this ordinance who completed a training course on the Ethics Ordinance as part of their participation

in a new employee orientation conducted by the Human Resources Department shall not be required to complete the training course required for calendar year 2011, but shall complete all subsequent refresher training courses.

4. Each employee shall thereafter complete refresher training courses as provided in subsection C, or as otherwise directed by the City Manager.

C. The courses of training required under this section shall be provided and completed as follows:

1. Each officer and employee shall complete the initial course of training as provided in subsections A and B, as applicable.

2. Each officer shall thereafter complete a refresher training course that will be offered during every third year subsequent to the initial course of training provided during calendar year 2012, with the first refresher course of training to be offered during calendar year 2015.

3. Each employee shall thereafter complete a refresher training course as provided in subsection C 2, or as otherwise directed by the City Manager.

4. An officer or employee who has completed his initial course of training within the six months prior to the start of a calendar year in which refresher training is required is not required to complete the refresher training offered during that immediately-following calendar year, but shall be required to complete all subsequent refresher training courses, as provided herein.

D. The City Manager shall ensure that the training required by this section is made available.

1. The training course and refresher training courses shall be developed and provided by the City Manager or his designees, and be subject to approval as to form by the City Attorney or his designees.

2. The training courses must include instruction in:

a. requirements relating to the standards of conduct imposed under this chapter, including but not limited to the acceptance of gifts;

b. state penal and other laws that relate to ethical conduct;

c. reporting and disclosure requirements of the ethics ordinance and state law;

d. basic requirements of the lobbying ordinance and facilitating compliance by others with that chapter;

e. penalties and other consequences for failure to comply with the ethics and lobbying ordinances; and

f. the application of the ethics ordinance to unique situations relating to the board, commission or committee that the officer has been appointed to, or the application of the ethics ordinance to unique situations relating to the type of work that an employee does or the department he is assigned to.

3. The courses of training required under this section may be offered through live instruction or through the use of a video-recorded presentation.

Section 2. This ordinance shall become effective on January 1, 2012.

Section 3. That, except as herein amended, Chapter 2.92 (Ethics), shall remain in full force and effect.

ADOPTED this 14th day of June 2011.

CITY OF EL PASO

John F. Cook, Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:

Elaine S. Hengen
Senior Assistant City Attorney